King, Valerie A.

From: King, Valerie A.
Sent: Monday, May 07, 2001 4:50 PM
To: Reininghaus, Wolf
Cc: Viol, Brigitte
Subject: FW: Timelines for Your Review

Dear Wolf,
I just wanted to check and see whether you had any changes to the INBIFO items on the timelines below. Could you please confirm?

If you do have modifications, could I have them on Tuesday (5/8)? Please feel free to fax your changes to me (804-274-2891) if that would be easier for you.

Thanks and kind regards,
Valerie

-----Original Message-----
From: King, Valerie A.
Sent: Tuesday, May 01, 2001 7:24 PM
To: Davies, Bruce D.; Walk, Roger A.; Patskan, George J.; Podraza, Ken F.; Sanders, Edward; Reininghaus, Wolf
Cc: Mawyer, Denise T.; Putney, Rebecca M.; Baird, Annette M.; Cash, Rose B.; Gygax, Jill; Viol, Brigitte
Subject: Timelines for Your Review

Dear all:
Attached for your review are the revised WSA pieces of the Operations Strategic Plan timelines. This is where our WSA projects are tracked in the context of the overall PM USA Operations Strategic Plan.

Since the audience for these timelines is primarily non-technical, we were asked to revise them in order to keep the structure and language simple and concise. Please review the information for the projects in your functional area and let me know by **noon** on **Monday, May 7** if you have any changes. For your reference, project numbers are included in parentheses at the end of each "milestone."

I recognize that this is a fairly short turn around time, but I need to deliver the final timelines to the Operations Planning Group by close of business on May 7th. If you have questions or any problems with the files please let me know.

Thanks in advance for your cooperation.

-Valerie

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PM3001337461

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